

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, August 28, 2019  
Minutes

- |                    |  |  |
|--------------------|--|--|
| 1. <b>PRESENT:</b> | Gordon Farrell<br>Joanne Parkinson<br>Carole Borthwick | Billy Leung<br>Lindsay Armstrong<br>Audrey Montero |
|--------------------|--|--|

**REGRETS:** Linda McLaren  
Cyrus Pun

2. **CALL TO ORDER:** 6:30 pm

3. **ADOPTION OF MINUTES**

June 26, 2019 Council Meeting Minutes approved by email.

4. **COMMITTEE REPORTS**

4.1 **Social**

A tentative date has been set for the volunteer party for October 20<sup>th</sup>, 2019 at 4:00.

4.2 **Grounds and Gardening**

4.2.1 **Landscaping**

Yamato Landscaping Inc. began the treatment of the Nematodes on August 9 and will continue until August 29, 2019. Nematodes covered all the grass area. Extra watering was needed so the sprinklers were on every day until August 26, 2019. The sprinklers are set on the normal schedule.

We received a quote from Yamato Landscaping to remove the shrubs in the centre of the parking area. These shrubs are old and dying. Their removal will make the area look better and will provide for better visibility. Strata Council approved the removal of the shrubs.

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Council would like to thank Pamela Morais for her donation of the plants she planted in the pots in front of Building A and Building B. Pamela has been very busy this summer but will soon plant similar plants in the planter in front of Building C.

#### **4.3 Fire & Security – Block Watch**

Richmond Block Watch is now on Facebook

Please click on this link [www.facebook.com/richmondblockwatch](http://www.facebook.com/richmondblockwatch) and like our page to keep up with all the goings on here at Richmond Block Watch.

4.3.1 Thank you all, owners and tenants, for ensuring that no fire alarms were set off during these last two months.

4.3.2 This year, Council approved to change over to a new company to perform the annual fire inspections. Sitka Fire Protection Inc. is a company from Burnaby. Reviews of the company by other Stratas are positive and based on the interaction that we have already with them, it seems like a good change for NW2050. By switching companies, we will save \$800.

#### **4.4 Maintenance**

4.4.1 Locksmith Aberdeen was on site to fix the door in the Games room as well as the door near the swamp which leads to Building B. Council is asking each of you to please make sure the doors click shut (lock) after you go in or out. The door-knob in the electrical room got damaged and was replaced by Locksmith Aberdeen.

4.4.2 Locksmith Aberdeen was on site on July 16, 2019 to replace the three locks at the man doors Strata was forced to approve the change for the safety of the residents. Someone had been moving the switch (circled in photo 1) so that the door latch was not locking.

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Photo 1 – Old Lock



Photo 2 – New Locks

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4.4.3 Strata has been getting numerous complaints from owners and tenants living in Building C about the garbage room. Remember that all boxes should be flattened before tossing them into the cardboard recycling bin. There is a bin for compost disposal, **no plastic bags** should be in the bin. Food scraps should be disposed of **inside the container**. Owners and tenants have reported finding food scraps and other compostable materials behind the bins and all over the room making the room a source of flies and disagreeable smells. Council would welcome ideas from residents in Building C as to how this problem can improved upon.

4.4.4 Assured Environmental Solution Inc., was on site performing their routine service inspections, adding and replacing rodent bait, adding and replacing glue traps and/or monitoring them as necessary. Please do not touch baits or bait stations. Please do not touch traps.

SL 33 reported seeing a mouse. Assured Environmental has been attending the suite and followed up the treatment. Visual inspection, client interview and review, as well as, interior bait stations were used. At this time, SL 33 reports no recent sightings and no bait consumed. SL33 did find droppings of indeterminate age in the hall closet so a station was added. Follow up is required during Assureds next regular visit.

Assured Environmental Solutions Inc. were also on site to apply a treatment for the flying ants that are around during this time of the year. This year there were more than normal around the squash court and the changing rooms and we received several complaints from the owners in this regard. We hope this treatment will slow down the proliferation of the flying ants this year and the next.

4.4.5 Corona Plumbing & Heating Ltd., was on site performing the repiping work on the first floor in Building B. They replaced two sections of the hot water main and recirculation piping. One section was outside of suite No. 119 running to the outside of suite No. 120. The other section was outside of suite No. 122. Corona made connections to six branches with new isolation valves.

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- 4.4.6 Repairs have been completed for SL86 as a result of a water leak from the unit above, SL37. Corona Plumbing was on site and fixed the problem. Steve Evans, our handyman, did the drywall repair for SL86.
- 4.4.7 The repairs on the gutter for SL50 are completed and cost \$216.00
- 4.4.8 Repairs for SL44 are still pending. The problem is the access for the initial repairs to the gutter just below the roof. Hopefully the repairs will happen during the first week of September.
- 4.4.9 The repairs for the water leak at the end of the first floor of Building A are completed. The flashing on the outside of the building over the brick wall was caulked with a cement-type material. It did the trick. The area is dry and our handyman Steve E. will be closing the opening sometime next week.
- 4.4.10 Strata Council would like to thank Semih Oduncu, who fixed the carpet in front of the elevator door on the third floor at no cost to NW2050.
- 4.4.11 Strata Council would like to thank Kevin Leopold who keeps an eye on the Exercise Room and helps put equipment back in place where it belongs.

#### **4.5 Shared Facilities**

##### **4.5.3 Games Room**

Council is looking for volunteers to check the games room after the room has been used. The checking includes that all items have been put away and the room is in good order, the garbage is removed from the site, the paint on the walls is unmarred, the bathrooms, card room and games room are left clean, thereby honoring the contract.

The shuffle board table has been levelled by our handyman.

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**Lounge**

The concrete walls outside of the lounge were painted and the tiles power washed.

**Pool**

Council received several complaints from residents regarding the pool.

At this time, Council would like to remind all residents and pool users to please follow the pool rules posted in and around the pool area. Remember that you can have fun in the pool but please be aware of your neighbours, noise travels and we have residents who have different resting schedules depending on their life style.

The changing rooms have been vandalized, wet paper towels and toilet paper were thrown onto the floor, doors and walls. The plastic chairs by the pool were thrown into the pool as well. This is a waste of resources and costing us all money.

**Exercise room**

Council approved the repair or replacement of the fan in the exercise room. We are waiting to hear from Mr. Handyman for the quote to do the repair or for a replacement.

**4.6 Bylaw Committee**

Council would like to invite you to visit the Cypress Point website: <http://www3.telus.net/public/nw2050/> under Bylaws NW2050 Bylaws Dec 04, 2018.pdf

If you prefer to have a hard copy of the bylaws, you will be able to print a copy for yourself.

Council would like to thank SL37 for dedicating his time and knowledge to translate our bylaws into Chinese. This will make it easier for owners whose first language is Chinese to understand the bylaws.

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**5. NEW BUSINESS**

5.1 Annual Fire & Safety Inspection by Sitka Fire Protection Inc. is scheduled for Thursday, September 12, 2019 and Friday, September 13, 2019. Insuite testing is **Thursday, September 12, 2019**. Your cooperation in providing access is mandatory. Anytime outside of the designated time can be arranged, for your special needs, but it will require you to pay for the **extra service costs** to have them come back at another time.

5.2 Building B 7531 was the only Building which qualified for the parcel lockers program at this time. Building B had the required amount of suites 40+ as well as the required amount of parcels received by the residents. The locker will be installed next month, in September 2019. More information will be shared regarding the process and use of the locker.

5.3 As recommended by Corona Plumbing & heating Ltd., the schedules for the fans in the hallways are now during the summer days from 6 am until 10 pm. Council will review the time for the Fall and Winter.

Council received a quote for the replacement of the clock schedule fans to be replaced for a digital one for the amount of \$800 from Corona Plumbing & Heating Ltd. Council voted in favour of replacing the old clock with a digital one.

5.4 The Annual Chimney Inspection has been scheduled for September 12, 2019. Council knows that some owners prefer to be onsite while the inspections are being done and the intention is to schedule only one day for the two mandatory inspections (chimney and fire).

5.5 Once again the landscape ties in front of Building A 751 have been repaired.

5.6 The pavers along the pathways around Strata NW2050 have repaired.

5.7 **A walk around Cypress Point by the Building Committee is being scheduled in the next few weeks.** Kindly check that your balconies and window coverings comply with the bylaws.

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**6. OLD BUSINESS**

- 6.1 Barry Kinakin and his team from Read Jones Christoffersen Ltd., were on site on May 28, 2019 to do their last review of the Building C slab.

The purpose of the survey was to determine if ongoing movement is occurring that may indicate a current structural concern or settlement issue. Matson Peck and Topliss Surveyors and Engineers (MPT) visited the site on 5 occasions. First, on March 15, 2017 to complete the initial Topographic Survey at the underside of slab so that base values could be recorded and monitored. MPT visited the site four additional times (2 times a year for 2 years) to record the elevations at the underside of the concrete slab at the same locations as the initial survey. These reviews occurred on September 14, 2017, May 16, 2018, November 8, 2018 and May 9, 2019.

Review of Unit 134 did not reveal a noticeable change in conditions. The crack in the crown molding along the north dining room wall appeared the same as did the slope at the entrance.

Based on the Topographic Survey results and RJC's visual observations to date, they maintains their original conclusion that the large slope in Unit 134 is not the result of excessive deflection, but rather the result of either early removal of formwork or settlement of the formwork during construction. As such, it is considered a construction defect and is not a life safety issue. Further movement, other than those expected during normal service loads, is not expected to occur.

- 6.2 Council would like to remind all owners regarding the bylaw "4.20A resident must ensure that only white or cream solid colour window coverings are visible from the exterior of the owner's strata lot".
- 6.3 Telus has been working on the upgrade of the OpticFibre. They are working at the moment on the wiring in the electrical rooms which will be followed by the wiring in the hallways and the last stage will be within the suites. The last part will depend on the owners if they would like the system OpticFibre into their suite which is a choice and is not mandatory.
- 6.4 Please remember to take your cardboard boxes to Building A or C. Cardboards should be flattened before disposal. We appreciate the efforts of everyone who flattens their cartons!



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6.5 SL 38 inquired about

unreasonable noise includes, but is not limited to, noise that disturbs another [resident](#), caused by:

any renovation or construction activity carried out without the prior written approval of the strata corporation, outside the hours of 8:30 am to 4:30 pm Monday to Friday

operation of vacuum cleaners, dishwashers, washers or dryers, outside the hours of 8:00 am to 10:00 pm

use of musical instruments, televisions or sound systems, outside the hours of 8:00 am to 10:00 pm, or wind chimes or similar noise-making devices

**7. CORRESPONDENCE**

**Incoming:**

**SL16** asking for permission to leave the fire door open sometimes in order to make it easy the access the buildings while bringing groceries or packages.

Regarding the fire doors in the Buildings: “In response to your queries, I would like to reiterate what we covered over the phone this afternoon. All fire doors are to be kept closed at all times. Non-approved hold open devices are not permitted. Fire doors may be permitted to be held open by an acceptable hold-open device.

An acceptable hold-open device shall be designed to be released by a signal from a fire detector, fire alarm system or sprinkler system. Hold open devices shall be installed within the terms and conditions of a Permit issued by the Building Approvals Division. Call (604) 276-4000 for permit details.” Council will not be installing acceptable devices as this is too expensive.

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**SL14** Suggested Council consider Strata paying for a dumpster once or twice a year for the owner to use it instead of leaving unwanted items around the garbage rooms.

Strata council voted against the suggestion as it would be costly and there is no room for one on the property. Unwanted items can be taken to the City of Richmond Recycling at:

**5555 Lynas Lane, Richmond BC V7C 1A4**  
**Telephone number: 604-276-4010.**  
**Hours of operation Tues. to Sun. 9 a.m. to 6:15 p.m.**

**SL45** Suggested Council display the phone number of Rusty's into the new reserved signs in the parking lot in case the residents need to contact the towing company.

Rusty's towing will only tow cars from our property if called by a Strata Council member who is register with appropriate permission by the towing company.

**SL42** Suggested Council remind residents who are smoking on the sidewalk to please collect your cigarette butts and not to through them on the ground and make litter. Think it is your home, think community please.

**SL255** Requested permission for renovating their bathroom. Council would like to thank SL55 for providing all the necessary documents and understanding of the process.

**SL266** Requested permission for renovating their suite, which includes flooring and bathrooms and kitchen cabinets. Council would like to thank SL66 for providing all the required documentation and understanding of the process. All documents were very organized and the schedule of the work clearly laid out.

**SL38** Suggested Council send all the information regarding complaints about Woodridge and Ashford to be addressed to the Strata Management Company instead of the Strata Council or Manager.

Council received several complaints from residents of Cypress Point regarding loud noises and misbehaving conduct from a resident in Woodridge Building. Council understands how difficult the situation was and is pleased to announce that the problem has been solved.

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**SL38** Regarding music noise and hours allow by Strata bylaw.

**SL33** reported mice in their suite. Assured Environmental has been attending the suite and following up on treatment.

## 8. FINANCIALS

- a. Accounts Receivable as July 12, 2019  
SL20 \$4,285.35 SL63 \$50.00

Accounts Receivable as August 13, 2019  
SL20 \$4,200.10 SL63 \$50.00  
SL19 \$150.00

Accounts Receivable as June and July 2019.

- b. Woodridge Shared Facility financials were received for June, July, and August 2019.  
c. Cypress Shared Facilities for June and July 2019 were issued.  
d. Approval of Cypress Point June and July 2019 financials.  
e. Fund overview as June and July, 2019.

	June 2019	July 2019
Contingency Fund	302,564.34	303,012.08
Special Levy Fund	5,997.99	6,010.47
Repiping Fund	66,774.23	67,113.59
Exterior Building Fund	32,721.59	33,624.74
Future Remediation Fund	434,853.11	443,273.57
<b>Total Funds</b>	<b>842,911.26</b>	<b>853,034.45</b>
Current Year Surplus	<u>-2,614.98</u>	<u>-2,085.56</u>
Total Owner's Equity	<b>840,296.28</b>	<b>850,948.89</b>

9. **MEETING ADJOURNED:** 8:30 pm

10. **NEXT MEETING:** Wednesday, September 25<sup>th</sup>, 2019.

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